

WHAT: 2nd National Career Services Conference

WHEN: May 5 and 6, 2003

WHERE: University of Maryland Conference Center, College Park, MD

WHY: Brings together Federal agencies actively recruiting and Career Services staff from colleges and universities where they recruit. **This is not an event where there will be students present looking for employment.**

WHO: The joint sponsors are the Office of Personnel Management and the Partnership for Public Service, with the National Association of Colleges and Employers (NACE) and National Association of Schools of Public Administration (NASPA) are associate sponsors. Minority organizations such as HACU will be invited to help as needed.

Invitations are going to all the Call to Serve participating colleges - approximately 400 colleges (www.ourpublicservice.org) and if space is available, to Historically Black Colleges and Universities (HBCUs), Hispanic Serving Institutions (HSI's) and tribal colleges. Last year, 216 college career service/placement advisors participated.

Participating Agencies:

Sponsoring Federal agency partners of the "Call To Serve Initiative". Twenty-nine agencies have agreed to participate as of 4/1/03, with twelve from the cabinet-level agencies and seventeen small agencies and the list of committed agencies continues to grow. Last year, approximately 200 recruiters attended the first National Career Services Conference (NCSC).

Program Content:

There is planned a combination of structured workshops, marketing/networking time and concurrent agency presentations.

Cost: There is an overall agency cost of \$12,000 to participate, which allows 10 conference registrants per agency, full participation in workshops, lunch and refreshments, one booth to display agency recruitment materials and engage career services representatives and one concurrent agency presentation. Also included is an agency specific portal to the NCSC website. The college/university attendees are participating at no cost to them other than their travel costs.

To widen the opportunity to participate among program offices, the following cost sharing (contractual dollars) structure is proposed, with reductions for greater overall participation:

For **\$3,500**, your program office will be allowed 3 representatives with full conference participation, active role in the DOE agency workshop, web link and inclusion in a combined DOE vacancy notice.

For **\$2,000**, your program office will be allowed 2 representatives with full conference participation and web link.

For **\$1,200**, your program office will be allowed 1 representative with full conference participation.

For **\$500**, your program office can send materials for sharing with college representatives.

The total number of agency representatives is limited, so please respond quickly with your program office requests. Representatives will be selected in the order of response.

What your organization will achieve at this conference:

- ✓ **You will get unique, one-stop access to hundreds of college placement officers at one time to share agency information, explain recruitment/hiring processes, describe employment needs.**
- ✓ **You will avoid considerable financial and human resource investment in recruitment/relationship building and networking expenses to reach even 10 of these colleges under normal conditions. Travel costs and salary expenses alone for visiting 10 colleges outside of your geographic area could easily cost \$20,000. Bringing the colleges to one place is extremely cost efficient and an excellent investment of your time and dollars.**
- ✓ **Your representatives will have ample opportunity to coordinate with other DOE offices/recruiters before, during and after this common event and present a coordinated image, share materials and ideas and “spread the wealth” during the two-days.**
- ✓ **You will connect and strengthen the relationship between your organization and the college career services officials who provide you access to talented students.**

You will forge a relationship with many universities recruiters you might not normally come in contact with, since they are located outside of the agency.